ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF PAGES 24

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER: 08/07/2019	2. CONTRACT NO. (If any): 68HERH19D0022
3. ORDER NO.: 68HERH19F0313	4. REQUISITION/REFERENCE NO.: PR-OLEM-19-00417

5. ISSUING OFFICE (Address correspondence to):
HQAD
US Environmental Protection Agency
William Jefferson Clinton Building
1200 Pennsylvania Avenue, N. W.
Mail Code: 3803R
Washington DC 20460

6. SHIP TO:
a. NAME OF CONSIGNEE: OSRTI
b. STREET ADDRESS: One Potomac Yard
2777 S Crystal Drive
c. CITY: Arlington | d. STATE: VA | e. ZIP CODE: 22202-3553

7. TO: David Sprague
a. NAME OF CONTRACTOR: SRC, INC.
b. COMPANY NAME:
c. STREET ADDRESS: 7502 ROUND POND ROAD
d. CITY: NORTH SYRACUSE | e. STATE: NY | f. ZIP CODE: 132122558

f. SHIP VIA:

8. TYPE OF ORDER
☐ a. PURCHASE
REFERENCE YOUR:
Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.
☒ b. DELIVERY
Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.

9. ACCOUNTING AND APPROPRIATION DATA: See Schedule

10. REQUISITIONING OFFICE:

11. BUSINESS CLASSIFICATION (Check appropriate box(es))
☐ a. SMALL ☒ b. OTHER THAN SMALL ☐ c. DISADVANTAGED ☐ d. WOMEN-OWNED ☐ e. HUBZone
☐ f. SERVICE-DISABLED VETERAN-OWNED ☐ g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM ☐ h. EDWOSB

12. F.O.B. POINT:

13. PLACE OF		14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	16. DISCOUNT TERMS
a. INSPECTION	b. ACCEPTANCE			
Destination	Destination		Multiple	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 063053771 Office of Superfund Remediation and Technology Innovation Metals, Asbestos and Dioxin Risk Assessment (formerly Task Order 13) TOCOR: Michele Burgess Max Expire Date: Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE

18. SHIPPING POINT:
19. GROSS SHIPPING WEIGHT:
20. INVOICE NO.:
17(h) TOTAL (Cont. pages): $350,000.00

21. MAIL INVOICE TO:
a. NAME: RTP Finance Center
b. STREET ADDRESS (or P.O. Box): US Environmental Protection Agency
RTP-Finance Center (AA216-01)
109 TW Alexander Drive
www2.epa.gov/financial/contracts
c. CITY: Durham | d. STATE: NC | e. ZIP CODE: 27711

17(i) GRAND TOTAL: $1,965,860.32

22. UNITED STATES OF AMERICA BY (Signature): 08/07/2019 ELECTRONIC SIGNATURE

23. NAME (Typed): Genine McElroy
TITLE: CONTRACTING/ORDERING OFFICER

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
08/07/2019	68HERH19D0022	68HERH19F0313

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	08/06/2024 Admin Office: HQAD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 Accounting Info: 19-T-72DP-000DD2-2505-HQ00BM00-1972DP5008-00 1 BFY: 19 Fund: T Budget Org: 72DP Program (PRC): 000DD2 Budget (BOC): 2505 Job #: HQ00BM00 DCN - Line ID: 1972DP5008-001 Period of Performance: 08/07/2019 to 08/06/2020					
0001	Base Year: Task Order Type: T&M Hours 2,178 NTE: $378,824.19 Period of Performance: 08/07/2019 - 08/06/2020 Delivery: 08/07/2019				350,000.00	
0002	Option Year 1: Task Order Type: T&M Hours 2178 NTE: $386,176.29 Period of Performance: 08/07/2020 - 08/06/2021 (Option Line Item)				Option	
0003	Option Year 2: Task Order Type: T&M Hours 2178 NTE: $393,678.58 Period of Performance: 08/07/2021 - 08/06/2022 (Option Line Item)				Option	
0004	Option Year 3: Task Order Type: T&M Hours 2178 NTE: $401,333.42 Period of Performance: 08/07/2022 - 08/06/2023 (Option Line Item) Continued ...				Option	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $350,000.00

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO.	ORDER NO.
08/07/2019	68HERH19D0022	68HERH19F0313

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0005	Option Year 4: Task Order Type: T&M Hours 2178 NTE: $405,847.84 Period of Performance: 08/07/2023-08/06/2024 (Option Line Item) The obligated amount of award: $350,000.00. The total for this award is shown in box 17(i).				Option	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H)) $0.00

ENVIRONMENTAL PROTECTION AGENCY

Office of Superfund Remediation and Technology Innovation Metals, Asbestos and Dioxin Risk Assessment

Contract No.: 68HERH19D0022

Task Order No: 68HERH19F0313

Project Title: Office of Superfund Remediation and Technology Innovation (OSRTI) Metals, Asbestos and Dioxin Risk Assessment

Task Order COR	**Alternate Task Order COR**
Michele Burgess **Tele.** (703) 603-9003 **Email**: Burgess.Michele@epa.gov **U.S. Mail:** USEPA 1200 Pennsylvania Ave., NW, (5204-P), Washington, DC 20460	Matt Lambert **Tele.** (703) 603 – 7174 **Email**: Lambert.Matthew@epa.gov **U.S. Mail**: USEPA 1200 Pennsylvania Ave., NW, (5204-P), Washington, DC 20460

A. Performance Work Statement (PWS)

A.1. Background and Purpose

Background

The Office of Superfund Remediation and Technology Innovation (OSRTI) in the United States Environmental Protection Agency (EPA) manages the Superfund program, which was created to protect citizens from the dangers posed by abandoned or uncontrolled hazardous waste sites. Congress established Superfund in 1980 by passing the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA). CERCLA, as amended, gives the Federal government the authority to respond to hazardous substance emergencies, and to develop long-term solutions for the nation's most serious hazardous waste problems.

As part of the Federal government's response to hazardous waste problems, human health risk assessments are performed to inform regulatory and program decisions to protect human health from the risks of contamination. Over the years, OSRTI has developed many guidance documents for Superfund risk assessments. However, for lead, one of the most prevalent contaminants at Superfund sites, risk assessments are performed differently from other contaminants. For Superfund lead risk assessments, a pharmokinetic model is used to predict effects within humans arising from environmental exposures (instead of using the standard risk equations). Asbestos is another contaminant found at Superfund sites where the risk assessment is conducted differently from other contaminants. Exposure to asbestos in the soil is mainly through the inhalation route and is not directly correlated with soil concentrations. Therefore, there are significant efforts underway to develop methodologies/tools to measure/simulate the amount of asbestos exposure that would arise from soils at Superfund sites.

Another rapidly developing field in risk assessment is bioavailability. Within Superfund, the bioavailability of metals and organics in soils for human health risk assessment is an important focus area. The amount of contaminant that is made available to the human body from soil is not necessarily the same as the amount available from the media in the studies used to generate toxicity values. Therefore, adjustments to lead and arsenic (and other chemicals) in human health risk assessments to account for bioavailability can have large implications for cost savings or increased protection of public health.

Purpose

OSRTI has established a national workgroup, the Technical Review Workgroup for Metals and Asbestos (TRW) to support and promote consistent application of the best science in the field of risk assessment for metals and asbestos at contaminated sites nationwide. To accomplish this goal, the TRW stays on top of the most up-to-date science in metals and asbestos risk assessment and develops guidance and fact sheets, reviews risk assessments, provides training, operates a technical assistance hotline, and provides site consultations.

This effort will involve providing scientific support to OSRTI and the TRW using skilled and certified toxicologists and human health risk assessors with experience in lead and asbestos risk assessments. This will include: developing, maintaining, and refining lead and asbestos risk assessment tools by applying the most current and up-to-date science; scientific support in the development of guidance, fact sheets, training, site consultations, and risk assessment reviews; and support for EPA scientific meetings and workgroup teleconferences.

The contractor will develop various technical products to support these activities such as, but not limited to, technical documents, draft guidance documents, rapid communications, Quality Assurance and/or Quality Control project plans and/or work products, and related tasks that will be clarified as indicated in the statement of work.

A.2 Scope of Work

The purpose of this procurement is to provide support for the Office of Superfund Remediation and Technology Innovation (OSRTI) of the U.S. Protection Agency with technical support for human health risk assessments involving metals, bioavailability, asbestos and dioxin. In addition, technical support for the evaluation and derivation of the toxicity of chemicals will be performed under this scope of work.

The contractor shall have the necessary technical and scientific expertise, knowledge and experience to successfully perform all of the tasks identified below. In addition, the contractor shall have a quality assurance/quality control program that maintains the quality of products, as well as an ongoing training program. This is intended to ensure that the contract staff produces quality products, and feedback from OSRTI on needed improvements is communicated to the contractor's staff. The contractor shall maintain and make available upon request complete documentation of QA/QC practices and procedures.

Performance of work under this contract shall be initiated by task orders issued by the Contracting Officer (COR). The COR will review all deliverables in draft form and provide revisions and/or comments to the contractor. The contractor shall prepare the final deliverables incorporating the COR's comments.

In performing this work, the contractor shall not bill EPA for duplicating any work performed under another contract.

Contractor personnel shall at all times identify themselves as contractor employees and shall not present themselves as EPA employees. Furthermore, they shall not represent the views of the U.S. Government, EPA, or its employees. In addition, the contractor shall not engage in inherently government activities, including but not limited to actual determination of EPA policy and preparation of documents on EPA letterhead. Preparations of monthly project status reports that will describe progress made during the month for all tasks; problems encountered or anticipated that may delay successful completion of the task, deliverable and/or entire delivery order as well as schedule impacts; corrective actions taken with regard to the identified problem; planned activities for the succeeding month and estimated completion dates of all significant milestones, and task and/or deliverables.

B. TASKS

TASK 1: Project Management and QAPP requirements

Project Management

The Contractor shall provide a Project Manager. The Contractor Project Manager shall report on all aspects of the objectives and progress of this contract to the designated EPA Contracting Officer (CO) and Task Order Contracting Officer Representative (TOCOR) via email, through monthly reports. The Contractor Project Manager also plans, conducts and supervises Task Order (TO) projects, necessitating advanced knowledge and the ability to originate and apply new and unique methods and procedures. The Contractor Project Manager provides advice and counsel to other professionals. The Contractor Project Manager shall notify via email the relevant EPA TOCOR/Alternate TOCOR of any significant difficulties in accomplishing the task listed in the TOs.
In cases where performance objectives and minimum Acceptable Quality Levels (AQLs) are not being met, the Contractor Project Manager will make every effort to immediately correct the problems to ensure customer satisfaction. If the problem persists, the Project Manager will submit a plan of corrective action to the TOCOR and the Contract Level COR. The Contractor Project Manager shall ensure that the approved Quality Assurance (QA)/Quality Control (QC) process is followed to ensure the quality of its products.

QAPP Requirements
Quality Assurance: The Quality Management Plan, the QAPP for Tasks 2 through 8. The contractor shall adhere to its Quality Management Plan that is tailored for this contract.

This Task Order involves the use of existing data. Accordingly, EPA policy requires that an approved Quality Assurance Project Plan (QAPP) be in place before any work begins that involves the collection, generation, evaluation, analysis or use of technical information or environmental data. The QAPP must be consistent with EPA Requirements for Quality Assurance Project Plans: EPA QA/R-5 (https://www.epa.gov/sites/production/files/2015-06/documents/g5-final.pdf).

* The contractor shall prepare and submit for EPA review a draft Quality Assurance Project Plan (QAPP) for Tasks 2-8 within 10 days of selection and before **the initiation of the rest of the task order**. Updates to QAPP based on comments from the EPA to the QAPP must be received within 3 working days.

* EPA will review the contractor's draft QAPP and provide the Contractor with written approval or written comments.

* If needed, the Contractor shall submit a revised QAPP within 5 business days of receipt of the written comments on the draft QAPP, unless otherwise instructed by the EPA TOCOR. An acceptable QAPP must be received before the rest of the task order is initiated (tasks 2-8), no funds may be received for the following tasks until the contractor's QAPP has been approved.

* Under no circumstances shall work that involves the generation, collection, evaluation, analysis, or use of environmental data be performed by the contractor until the contractor receives written notification from the EPA TOCOR that EPA has approved the contractor's QAPP.

All QA documentation, including the QAPP, prepared under this TO, shall be considered non-proprietary, and shall be made available to the public upon request.

The contractor shall submit with their technical proposal a written Quality Assurance Project Plan.
Additional QA Documentation Required

In addition to the requirements described above, all major deliverables (e.g., Technical Support Documents, Study Reports, Study Plans, etc.) produced by the Contractor under this Task Order must include a discussion of the QA/QC activities that were or will be performed to support the deliverable. The contractor shall immediately notify the EPA TOCOR of any QA problems encountered that may impact the performance of this Task Order, with recommendations for corrective action.

The contractor also shall provide EPA with monthly reports of QA-related activities performed during implementation of this Task Order. These monthly QA reports shall identify QA activities performed to support implementation of this task order, problems encountered, deviations from the QAPP, and corrective actions taken. The contractor may include this as a part of the contract-required monthly financial/technical progress report. The contractor shall notify the EPA TOCOR at any time during the task order if changes to the QAPP are warranted (e.g., due to organizational changes, revised technical approaches).

If, during the Period of Performance of this Task Order, the EPA TOCOR determines revisions to the QAPP are necessary, the contractor shall submit a revised QAPP, including the revision summary, within 5 business days after receiving written technical direction to do so. EPA will review the draft revised QAPP and provide the contractor with written approval or comments. The contractor shall provide a revised QAPP, then a final QAPP that responds to EPA's written comments within 5 business days of receipt of EPA's comments on the draft QAPP.

* Under no circumstances shall work involving environmental data or technical information be performed by the contractor until the contractor receives written notification from the EPA TOCOR that EPA has approved the contractor's QAPP.

Since this task order involves the collection, evaluation, and use of environmental data by and for the Agency, the contractor shall implement a quality system that meets ANSI standard E4-2014 and prepare a quality assurance project plan (QAPP) following EPA guidelines. QAPP is due within 10 days of task order award.

TASK 2: Reporting Requirements

The contractor shall write and submit monthly progress reports to the EPA Task Order Contracting Officer Representative (TOCOR). Progress reports shall describe completed work during the invoice period and should link to charges described in invoice documentation.
Routine progress reports shall include a written monthly technical progress report that includes the following in the case of each project that the contractor is involved in during the month: (a) an overview of work accomplished since project inception to to-date (b) a description of work accomplished during the month, (c) a summary of QA/QC activities since project inception including a summary of corrective action taken (d) a brief summary of anticipated work during the following month, (e) a summary and details of the hours and costs incurred for each task during the month and cumulatively , and (f) total remaining budget. This report shall also be issued to the Contract Level COR. Routine progress reports shall be delivered electronically; paper copies are not needed. The Contractor shall notify the TOCOR and CO when 75, 90, and 100% of approved budget has been expended. No work on the conduct of environmental data or technical information operations can begin until EPA approval of the QAPP is obtained. W

Failure to submit monthly progress reports with the information required will result in the suspension of the invoice until such supporting documentation is provided. Any deviations from the project such as work schedules, impediments encountered, and budget require approval from the EPA CO. The EPA CO may also initiate verbal communications with the contractor on an as needed basis to determine project status.

The contractor may be required to separate the number of hours spent on different tasks, e.g., time spent on Bioavailability TRW vs dioxin.

Deliverable: Monthly Progress Reports shall be submitted to the EPA TOCOR within three (3) calendar days of invoice submission to EPA. Minimal level of effort required for this deliverable

TASK 3: Lead Risk Assessment Support

The contractor shall provide technical support using skilled and experienced toxicologists and risk assessors with expertise and experience in Superfund human health lead risk assessments. The contractor should have extensive expertise in the development and use of EPA's Integrated Exposure Uptake Biokinetic (IEUBK) Model for Lead in Children and Adult Lead Methodology (ALM), as well as other models used to predict blood lead levels in humans. The contractor should be thoroughly familiar with Superfund lead risk assessment guidance, short sheets and EPA lead risk assessment policies.

SUBTASK 3.1 – Lead Risk Assessment Workgroup Support

At EPA's request, the contractor shall provide support for EPA scientific meetings and workgroup teleconferences.

Support shall include, though may not be limited to:

- research to support the meeting or workgroup session (e.g., provision of state-of-the-science papers on meeting topics, provision of relevant excerpts from EPA guidance, etc.)
- preparation of presentations for workgroup discussion
- preparation of meeting summaries
- provision of meeting logistics

EPA estimates 12 workgroup teleconferences and 1 on-site conference per year. Unless otherwise directed, the number of contractors in attendance of the on-site meetings shall not exceed two. The on-site conference is held throughout the continental U.S.

SUBTASK 3.2 – Support for Guidance/Tool Development

The contractor shall provide support for OSRTI in the development of human health lead risk assessment guidance. Support should include provision of summaries of literature reviews, state of the science white papers, excerpts from relevant EPA guidance, and preparation of an initial draft based on direction received from EPA. The contractor shall

prepare and deliver revised drafts to designated reviewers, and incorporate any changes as directed. The contractor shall be responsible for the preparation of draft documents and technical reviews of guidance documents from several workgroups. This support shall include activities such as QA/QC plans, graphic development and preparation, and coordination activities necessary to facilitate publication. EPA estimates 5-7 projects per year.

SUBTASK 3.3 – Support for Superfund Lead Risk Assessment Reviews and Site Consultations

The contractor shall research and support the analysis of issues related to EPA site consultations and reviews of Superfund human health lead risk assessments. This effort shall include compilation, summary and analysis of issues contained in submitted lead risk assessments for EPA's review or requests for site consultations. The contractor shall research the latest science, EPA guidance, and past EPA reviews as part of this effort for EPA to evaluate the extent to which the assessments are consistent with the latest science and/or EPA guidance or for EPA to provide recommendations based on the latest science and EPA guidance. EPA estimates 5 reviews/consultations per year.

SUBTASK 3.4 – Lead Workgroup Information Archive

The contractor shall maintain an archive of all documents and reports prepared by the Lead Committee of the TRW. The archive shall be made accessible to the workgroups through an EPA Intranet platform. The contractor shall provide a CD in pdf format containing these archive materials to EPA quarterly.

SUBTASK 3.5 – Lead Risk Assessment Support

The Contractor shall establish an internet support within 10 business days of award. The purpose of the hotline and internet support shall be to support end-users in lead human health risk assessment issues, including the operation of the IEUBK model and the ALM. The contractor shall provide general technical assistance for those using these models or involved in other activities regarding site characterization or remedial activities at hazardous waste sites involving lead. The contractor shall provide technical support to users within 24 hours unless otherwise directed by EPA. The contractor shall coordinate with EPA for the appropriate response to the user query.

In communication with the user's request, the contractor's responsibilities shall be limited to confirmation of receipt of request and provision of responses which are based on previous requests, existing guidance, or publications.

The contractor shall prepare and maintain a log of monthly calls for technical assistance received. The log shall provide the following:

- details of the problems encountered and the recommendation/solution;
- a detailed accounting of contractor efforts and time required to service the request; and

- the party to whom the request was directed

The monthly hotline log shall be delivered to EPA in summary form as part of the monthly progress report, as well as posted in its entirety on the EPA Intranet. For estimation purposes, it is expected that on average there will be 80 calls per year.

SUBTASK 3.6 – Support for Lead Risk Assessment Model Life Cycle Management

The Contractor shall support the continuation and refinement of the existing lead risk assessment models, the IEUBK model and ALM. This effort includes utilizing EPA-approved life cycle management procedures (available on the Internet) and at the direction of EPA, making updates/revisions as needed. Updates/revisions shall be transparent to the user community and shall be well-documented and consistent with EPA's Council for Regulatory Environmental Modeling (CREM) guidance. The contractor shall also make any necessarily revisions to the relevant guidance, user manuals, etc. to reflect the changes made.

SUBTASK 3.7 – IEUBK Model and ALM Training

The contractor shall develop IEUBK model and ALM training modules for end users. The training modules shall range from self-instructing tutorials which can be distributed to users, to on-site didactic and hands-on training sessions. The self-instructing tutorials shall be a combination of paper text and computer-based learning with guidance to allow the user to become familiar with the use of the IEUBK model and ALM. The training module will also address the limitations to the models, provide responses to expected questions, and demonstrate simplified sequencing for computations.

The contractor shall conduct a series of training sessions for end-users. EPA anticipates 1 training session per year at a site identified by EPA. The contractor shall present the training to groups of 15-25 users in a hands-on mode of initial instruction. It is envisioned this could occur at larger EPA-sponsored or supported meetings that focus on risk assessment and toxicology. All presentation materials shall be prepared and submitted to the government before being circulated. The timing, scope, topic and format for the deliverables will be specified by government.

TASK 4: Asbestos Risk Assessment Support

The contractor shall provide technical support using skilled and experienced toxicologists, risk assessors, industrial hygienists with expertise and experience in assessing asbestos in soils in Superfund human health risk assessments. The contractor should have expertise in asbestos toxicity, exposure analysis, sampling, and analytical (i.e. microscopy) methods. The contractor should be thoroughly familiar with Superfund asbestos guidance documents.

SUBTASK 4.1 – Asbestos Workgroup Support

At EPA's request, the contractor shall provide support for EPA scientific meetings and workgroup teleconferences.

Support shall include, though may not be limited to:

- research to support the meeting or workgroup session (e.g., provision of state-of-the-science papers on meeting topics, provision of relevant excerpts from EPA guidance, etc.)
- preparation of presentations for workgroup discussion
- preparation of meeting summaries
- provision of meeting logistics

EPA estimates 24 workgroup teleconferences and 2 on-site conferences per year. Unless otherwise directed, the number of contractors in attendance of the on-site meetings shall not exceed two. The on-site conference is held throughout the continental U.S.

SUBTASK 4.2 – Support for Asbestos Guidance/Tool Development

The contractor shall provide support for OSRTI in the development of asbestos guidance/tools. Support should include provision of summaries of literature reviews, state of the science white papers, excerpts from relevant EPA guidance, and preparation of any initial draft based on direction received from EPA. The contractor shall prepare and deliver revised drafts to designated reviewers, and incorporate any changes as directed. The contractor shall be responsible for the preparation of draft documents and technical reviews of guidance documents from several workgroups. This support shall include activities such as QA/QC actions, graphic development and preparation, and coordination activities necessary to facilitate publication. EPA estimates 5-7 projects per year.

SUBTASK 4.3 – Support for Superfund Asbestos Risk Assessment Reviews and Site Consultations

The contractor shall research and support the analysis of issues related to EPA site consultations and reviews of Superfund asbestos risk assessments. This effort shall include compilation, summary and analysis of issues contained in submitted risk assessments for EPA's review or requests for site consultations. The contractor shall research the latest science, EPA guidance, and past EPA reviews as part of this effort for EPA to evaluate the extent to which the assessments are consistent with the latest science and/or EPA guidance or for EPA to provide recommendations based on the latest science and EPA guidance. EPA estimates 5 reviews/consultations per year.

SUBTASK 4.4 – Asbestos Workgroup Information Archive

The contractor shall maintain an archive of all documents and reports prepared by the Asbestos Committee of the TRW. The archive shall be made accessible to the workgroups through an EPA Intranet platform. The contractor shall provide a CD in pdf format containing these archive materials to EPA quarterly.

SUBTASK 4.5 – Asbestos Support

The Contractor shall maintain internet support. The purpose of the hotline and internet support shall be to support end-users in asbestos in soils issues. The contractor shall provide technical support to users within 24 hours unless otherwise directed by EPA. The contractor shall coordinate with EPA for the appropriate response to the user query.

In communication with the user's request, the contractor's responsibilities shall be limited to confirmation of receipt of request and provision of responses which are based on previous requests, existing guidance, or publications.

The contractor shall prepare and maintain a log of monthly calls for technical assistance received. The log shall provide the following:

- details of the problems encountered and the recommendation/solution;
- a detailed accounting of contractor efforts and time required to service the request; and
- the party to whom the request was directed

The monthly hotline log shall be delivered to EPA in summary form as part of the monthly progress report, as well as posted in its entirety on the EPA Intranet. For estimation purposes, it is expected that on average there will be 25 calls per year.

SUBTASK 4.6 – Asbestos Training Support

The contractor shall develop asbestos risk assessment training materials to aid end-users in the implementation of EPA asbestos risk assessment policy/guidance. All presentation materials shall be prepared and submitted to the government before being circulated. The timing, scope, topic and format for the deliverables will be specified by government.

TASK 5 – Bioavailability of Metals and Organics in Soil Support

The contractor shall provide technical support using skilled and experienced toxicologists, human health risk assessors, geochemists, soil scientists, and/or statisticians with expertise and experience in the use of bioavailability of metals in soils in Superfund human health risk assessments. The contractor should have expertise in in vivo bioavailability methodologies, in vitro bioaccessibility assays, data reduction, and various soil geochemical speciation techniques. The contractor should be thoroughly familiar with Superfund bioavailability guidance documents and the latest state-of-the-science concerning bioavailability of metals.

SUBTASK 5.1 – Bioavailability of Metals and Organics in Soil Workgroup Support

At EPA's request, the contractor shall provide support for EPA scientific meetings and workgroup teleconferences.

Support shall include, though may not be limited to:

- research to support the meeting or workgroup session (e.g., provision of state-of-the-science papers on meeting topics, provision of relevant excerpts from EPA guidance, etc.)
- preparation of presentations for workgroup discussion
- preparation of meeting summaries
- provision of meeting logistics

EPA estimates 12 workgroup teleconferences and 2 on-site conferences per year. Unless otherwise directed, the number of contractors in attendance of the on-site meetings shall not exceed two. The on-site conferences are held throughout the continental U.S.

SUBTASK 5.2 – Support for Bioavailability Guidance/Tool Development

The contractor shall provide support for OSRTI in the development of guidance/tools for evaluating the bioavailability of metals in soils for use in human health risk assessments. Support should include provision of summaries of literature reviews, state of the science white papers, excerpts from relevant EPA guidance, and preparation of any initial draft based on direction received from EPA. The contractor shall prepare and deliver revised drafts to designated reviewers, and incorporate any changes as directed. The contractor shall be responsible for the preparation of draft documents and technical reviews of guidance documents from several workgroups. This support shall include activities such as QA/QC plans, graphic development and preparation, and coordination activities necessary to facilitate publication. EPA estimates 2-3 projects per year.

SUBTASK 5.3 – Support for In Vitro Bioaccessibility Method Development

The contractor shall provide support for the development of validated in vitro bioaccessibility methods, particularly for arsenic. This will entail cross-dosing contaminated soils with an in vivo method (juvenile swine) for analysis of correlation between the two methods. The in vivo dosing will also help establish an upper bound value for arsenic relative bioavailability in soil to replace the current default value. The contractor shall also provide support for the analysis of factors which will affect the bioavailability of metals in soil such as geochemical speciation, pH, temperature, etc. EPA estimates in vivo dosing of 2-3 soils per year.

SUBTASK 5.4 – Support for Bioavailability Reviews, Site Consultations, and Method Submissions

The contractor shall research and support the analysis of issues related to EPA site consultations and reviews of human health risk assessments that incorporate bioavailability of metals in soils data. This effort shall include compilation, summary and analysis of issues contained in submitted risk assessments for EPA's review or requests for site consultations. The contractor shall research the latest science, EPA guidance, and past EPA reviews as part of this effort for EPA to evaluate the extent to which the assessments are consistent with the latest science and/or EPA guidance or for EPA to provide recommendations based on the latest science and EPA guidance. EPA estimates 2-3 reviews/consultations per year.

The contractor shall also research and support the analysis of issues related to alternative bioavailability methods submitted to EPA for validation. This effort shall include compilation, summary and analysis of issues contained in submitted methods and organized according to the method validation and regulatory acceptance criteria outlined in EPA bioavailability guidance. The contractor shall research the latest science, EPA guidance, and past EPA reviews as part of this effort for EPA to evaluate the extent to which the assessments are consistent with the latest science and/or EPA guidance. EPA estimates 1-2 method submissions per year.

SUBTASK 5.5 – Bioavailability Workgroup Information Archive

The contractor shall maintain an archive of all documents and reports prepared by the Bioavailability Committee of the TRW. The archive shall be made accessible to the workgroups through an EPA Intranet platform. The contractor shall provide a CD in pdf format containing these archive materials to EPA quarterly.

SUBTASK 5.6 – Bioavailability Support

The Contractor shall maintain internet support. The purpose of the hotline and internet support shall be to support end-users in addressing issues related to the oral bioavailability of metals in soils. The contractor shall provide technical support to users

within 24 hours unless otherwise directed by EPA. The contractor shall coordinate with EPA for the appropriate response to the user query.

In communication with the user's request, the contractor's responsibilities shall be limited to confirmation of receipt of request and provision of responses which are based on previous requests, existing guidance, or publications.

The contractor shall prepare and maintain a log of monthly calls for technical assistance received. The log shall provide the following:

- details of the problems encountered and the recommendation/solution;
- a detailed accounting of contractor efforts and time required to service the request; and
- the party to whom the request was directed

The monthly hotline log shall be delivered to EPA in summary form as part of the monthly progress report, as well as posted in its entirety on the EPA Intranet. For estimation purposes, it is expected that on average there will be 6 calls per year.

TASK 6: Webpage Support

The contractor shall prepare materials for posting onto OSRTI's lead, asbestos, and bioavailability webpages in accordance with EPA internet publishing standards. Preparation shall include coordination with other contractors that manage EPA webpages and quality assurance of materials to be submitted. Because the webpages frequently serves as the first point of contact for site consultations, the contractor shall be responsible for frequently updating and maintaining the technical content of the site.

Task 7: Support the Use of Toxicity Value and PPRTV Development

One of the needs of the Superfund program is the use of the most current and scientific – defensible toxicity values in screening and remedial decisions. There are many sources of toxicity information and the OSWER Directive 9285.7-53 Human Health Toxicity Values in Superfund Risk Assessment states "Superfund risk assessments are performed for a number of reasons, including to evaluate whether action is warranted under CERCLA, to establish protective cleanup levels, and to determine the residual risk posed by response actions. Generally, toxicity assessment is an integral part of risk assessment." The memo discusses an updated hierarchy of sources of human health toxicity values to consider when carrying out risk assessments. EPA should use the best available science on which to base risk assessments. In some cases, there are more recent toxicity assessments and Regional personnel require assistance to determine the most appropriate value. EPA's Office of Research and Development's Integrated Risk Information System (IRIS) program develops toxicity values. However, there are still contaminants found at Superfund sites where toxicity values (reference doses, reference concentrations, and cancer values) are not available in IRIS. Therefore, there is the need to develop provisional toxicity values for use in Superfund risk assessments. Provisional toxicity

values are developed according to a Standard Operating Procedure (SOP) and are derived after a review of the relevant scientific literature using the same methods, sources of data, and Agency guidance for toxicity value derivation used by the EPA IRIS Program. Provisional toxicity values are documented in a standard format, called a Provisional Toxicity Value (PTV) manuscript.

The Contractor shall provide a scientifically credible evaluation and oversight of the required documents by well established and experienced Board-certified (DABT or equivalent) toxicologists and/or risk assessors (supported by publication record) who are knowledgeable in the area of risk assessment, familiar with the U.S. EPA's risk assessment guidance, and who have extensive experience in reviewing and synthesizing scientific health literature.

For each chemical, the Contractor will review the pertinent literature and, where supported by the data, derive the following toxicity values:

- Provisional subchronic Reference Dose (p-sRfD)
- Provisional chronic Reference Dose (p-RfD)
- Provisional subchronic Reference Concentration (p-sRfC)
- Provisional chronic Reference Concentration (p-RfC)
- Provisional Oral Slope Factor (p-OSF)
- Provisional Inhalation Unit Risk (p-IUR)

The PTV manuscripts shall present a thorough qualitative and quantitative discussion of hazard identification and dose-response aspects of the risk assessment paradigm for each individual chemical in a clear and logical manner based on a complete review of the available, pertinent literature including most recent sources.

The specific details will be defined through Technical Direction from EPA, but the main tasks include: conducting literature reviews and providing tables of information useful for risk assessment; preparation of draft provisional toxicity value manuscripts; and revisions of the provisional toxicity value manuscripts.

EPA estimates up to 10 manuscripts will be prepared per year.

TASK 8: Dioxin Risk Assessment Support

On February 17, 2012, EPA released its final non-cancer reassessment for dioxin, which included the issuance, in EPA's Integrated Risk Information System (IRIS), of an oral non-cancer toxicity value, or Reference Dose (RfD,) for 2,3,7,8, tetrachlorodibenzo-p-dioxin (TCDD). As an IRIS toxicity value, this RfD is used by the Superfund program in developing cleanup decisions, both for developing cleanup decisions for new CERCLA sites and for re-evaluating formerly cleaned up dioxin sites, such as during the Five Year Review process.

Contract support is needed in the implementation of the IRIS RfD for TCDD at CERCLA sites. The contractor shall provide technical support using skilled and experienced toxicologists and risk assessors with expertise and experience in Superfund human health dioxin risk assessments. The contractor should be thoroughly familiar with Superfund dioxin risk assessment guidance, short sheets and EPA dioxin risk assessment policies.

SUBTASK 8.1 – Support for the Evaluation of Site-Specific Soil Dioxin Soil Levels

The contractor will provide support in evaluating the development of site-specific screening levels, preliminary remediation goals and final cleanup levels for dioxin in soil. It is anticipated that support will be needed for the evaluation of the development of dioxin soil levels at up to three (3) Superfund sites in a fiscal year.

C. REPORTING REQUIREMENTS AND SCHEDULE OF DELIVERABLES:

As described in Task 2 and in the invoice instructions, the Contractor shall provide a monthly report CO, COR and TOCOR which identifies project staff and all activities and milestones associated with the Task Order assignments planned and in progress. The monthly report in progress tasks shall be included in the monthly reports which will be referenced when the Voucher Validation review is performed monthly at the end of each billing cycle.

As per the Task Order or request for a proposal, the Contractor shall provide the Agency with a proposal within the timeframe specified for this Task Order. The EPA CO, TOCORs, or panel members will review the proposal and provide the Contractor with an approval or disapproval, and revision (if necessary) in writing. The timelines involved, will proceed as stipulated in the request for a proposal or Contract

The Contractor shall prepare a Quality Assurance Project Plan for this Task Order. EPA Requirements for Quality Assurance Project Plans (QA/R-5).

For most deliverables, the EPA TOCOR will assign a tentative due dates and instructions when work is routed to the Contractor.

SPECIFIC SCHEDULE OF DELIVERABLES:

Tasks	Deliverables	Schedule
Task 1:	Project Management and QAPP	QAPP within ten days of task order award
Task 2:	Monthly progress reports	Monthly reports
Task 3:	Lead Risk Assessment Support	Products shall be submitted based on technical direction issued by the TOCOR.
Task 4:	Asbestos Risk Assessment Support	Products shall be submitted based on technical direction issued by the TOCOR.

Tasks	Deliverables	Schedule
Task 5:	Bioavailability of Metals and Organics in Soil Support	Products shall be submitted based on technical direction issued by the TOCOR.
Task 6:	Webpage Support	Products shall be submitted based on technical direction issued by the TOCOR.
Task 7:	Support the Use of Toxicity Value and PPRTV Development	Products shall be submitted based on technical direction issued by the TOCOR.
Task 8:	Dioxin Risk Assessment Support	Products shall be submitted based on technical direction issued by the TOCOR.

D. STAFFING

To support EPA's assessments associated with a broad-scale waste management program, the contractor shall possess, and be able to effectively apply, comprehensive knowledge and expertise in all aspects related to Superfund human health lead and asbestos risk assessments (including bioavailability of metals in soils).

The contractor shall provide an extensive team of experts in a variety of fields. These experts shall possess a degree and/or working experience in the following areas: human health risk assessment; toxicology; microbiology; pharmacokinetics; bioavailability; chemistry; biochemistry; industrial hygiene; soil science; computer programming; modeling software development; statistics; biostatistics; geostatistics, and geochemistry.

TSCA CBI clearance and adherence to TSCA CBI procedures **are not** required under this work assignment.

D. DELIVERABLES

Work Plan/Cost Estimate to be submitted within 15 days a work assignment receipt.

QAPP to be submitted prior to commencement of work involving environmental data or technical evaluation and generation or use and this work will not begin until the government has approved the quality documentation.

The COR will provide the contractor specific periodic technical direction describing specific tasks to be completed. The technical direction may include deliverable requirements and due dates.
For each deliverable submitted electronically, the contractor shall submit electronic copies to EPA in a format that EPA can support. Deliverables shall be submitted

through electronic mail, or through another method determined mutually acceptable by the contractor and EPA.
The contractor shall notify the COR when 75% of the currently authorized LOE hours or workplan costs have been used (including unbilled hours and costs) to complete these tasks.

E. ACCEPTABLE QUALITY LEVEL FOR TASKS

See Attachment: Quality Assurance Surveillance Plan

Performance Criteria Analysis – TASKS		
Performance Indicator	**Standard**	**Acceptable Quality Level (AQL)**
Timely submission of report	Reports submitted within time frame pre-negotiated with Task Order COR	95%
Free of substantive technical, guideline, or format errors	Reports submitted with zero substantive errors including but not limited to discrepancies, omissions, inaccuracies, and/or inappropriate data evaluation	95%

E.1 Method of surveillance

Final deliverables prepared by the contractor undergo a secondary review process in OPPT. Each report has a designated EPA reviewer. The EPA reviewer conducts a review of the contractor's deliverable. The EPA reviewer will provide feedback to the TOCOR to send back to the contractor should revisions be needed. The TOCORs will compare agency due dates or approved revised due dates to completed date of reports, quarterly and calculate the percentage of late reports. See attachment J.5 of this RFTOP.

E.2 Period of Performance

Base: 12 months from award date
Option 1: 12 months from option exercise
Option 2: 12 months from option exercise
Option 3: 12 months from option exercise
Option 4: 12 months from option exercise

F. TASK ORDER TYPE

Tasks 1-8: Time and materials

G. INSPECTION AND ACCEPTANCE

G.1 Quality Assurance Project Plan

The contractor shall submit the following quality system documentation to the CO at the time frames identified below:

	Documentation	**Specifications**	**Due**
X	Quality Assurance Project Plan for the Task Order	EPA Requirements for Quality Assurance Project Plans (QA/R-5) [dated	Task Order proposal due date

		03/20/11]	

This documentation can be found on the following EPA website – https://www.epa.gov/quality/epa-qar-5-epa-requirements-quality-assurance-project-plans

This documentation will be prepared in accordance with the specifications identified above or equivalent specifications defined by EPA.

The Government will review and return the quality documentation, with comments, and indicating approval or disapproval. If necessary, the contractor shall revise the documentation to address all comments and shall submit the revised documentation to the government for approval.

The contractor shall not commence work involving environmental data generation or use until the Government has approved the quality documentation.

H. TASK ORDER ADMINISTRATIONDATA

H.1 Contract Administration Representatives

Contracting Officer: Genine McElroy, McElroy.Genine@epa.gov
Contract Level Contracting Officer's Representative: Bryan Lobar, lobar.bryan@epa.gov
Task Order Contracting Officer's Representative (TOCOR): Michele Burgess, burgess.michele@epa.gov
Alternate TOCOR: Matt Lambert, Lambert.Matthew@epa.gov

I. INVOICING

Invoices shall be submitted in accordance with contract clause G.3 EPAAR 1552.232-70 SUBMISSION OF INVOICES. (JUN 1996) - ALTERNATE I (JUN 1996).

J. TASK ORDER CLAUSES

J.3 FAR 52.217-9 Option to Extend the Term of the Contract (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the contractor within 5 calendar days before the expiration of this contract; provided that the Government gives the contractor a preliminary written notice of its intent to extend at least 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.
(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.
(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 60 Months.

LOCAL CLAUSE - EPA-B-32-103A - LIMITATION OF GOVERNMENT'S OBLIGATION

(a) Severable services may be incrementally funded. Non-severable services shall not be incrementally funded. Contract line items ___**1**__ through __**5**___ are severable and may be incrementally funded. For these items, the sum of $350,000.00 of the total price is presently available for payment and allotted to this contract.

(b) For items identified in paragraph (a) of this clause, the Contractor agrees to perform up to the point at which the total

amount payable by the Government, including reimbursement in the event of termination of those items for the Government's convenience, approximates the total amount currently allotted for those items to the contract. The Contractor shall not continue work on those items beyond that point. Subject to the clause entitled, "Termination for Convenience of the Government," the Government will not be obligated, under any circumstances, to reimburse the Contractor in excess of the amount payable by the Government in the event of the termination of applicable contract line items for convenience including costs, profit, and estimated termination costs for those line items.

(c) Notwithstanding the dates specified in the allotment schedule in paragraph (h) of this clause, the Contractor will notify the Contracting Officer, in writing, at least 5 days prior to the date when, in the Contractor's best judgment, the work will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate 85% of the total amount currently allotted to the contract for performance of the applicable items. The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance of the applicable line items up to the next scheduled date for the allotment of funds identified in paragraph (a) of this clause, or to a substitute date as determined by the Government pursuant to paragraph (d) of this clause. If, after such notification, additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer will terminate any item(s) for which additional funds have not been allotted, pursuant to the clause entitled "Termination for Convenience of the Government."

(d) The parties contemplate that, subject to the availability of appropriations, the Government may allot additional funds for continued performance of the contract line items identified in paragraph (a) of this clause and will determine the estimated period of contract performance which will be covered by the funds. If additional funds are allotted, the Contracting Officer will notify the Contractor in writing. The Contractor shall not resume performance of the contract line items identified in paragraph (a) until the written notice is received. The provisions of paragraphs (b) through (d) of this clause will apply in like manner to the additional allotted funds and to the new estimated period of contract performance. The contract will be modified accordingly.
(e) The Government may, at any time prior to termination, allot additional funds for the performance of the contract line items identified in paragraph (a) of this clause.

(f) The termination provisions of this clause do not limit the rights of the Government under the clause entitled "Default". The provisions of this clause are limited to the work and allotment of funds for the contract line items set forth in paragraph (a) of this clause. This clause no longer applies once the contract is fully funded.

(g) Nothing in this clause affects the right of the Government to otherwise terminate this contract pursuant to the contract clause entitled "Termination for Convenience of the Government".

(h) The parties contemplate that the Government may obligate funds to this contract in accordance with the following schedule:

RECAPITULATION:

	PRIOR AMOUNT	THIS MOD.	NEW AMOUNT
BASE PERIOD			
Total Maximum Amount:	$0.00	$0.00	$378,824.19
Funded Amount:	$0.00	$0.00	$350,000.00

(End of clause)

K-1 EPA-J-52-101 LIST OF ATTACHMENTS

ATTACHMENT 1: QUALITY ASSURANCE SURVEILLANCE PLAN

ATTACHMENT 1

QUALITY ASSURANCE SURVEILLANCE PLAN

PERFORMANCE REQUIREMENT	PERFORMANCE MEASURE (PM)	PERFORMANCE STANDARD	SURVEILLANCE METHOD	INCENTIVES & DISINCENTIVES
MANAGEMENT AND COMMUNICATION: The contractor shall maintain contact with the EPA CO, COR, and TOCOR throughout the performance of the contract.	Contractor shall immediately bring potential problems to the appropriate EPA personnel and shall recommend actions that would mitigate or resolve the problem.	Issues that impact project schedules and costs shall be brought to the attention of the EPA within 3-days of occurrence.	All active task orders will be reviewed by the EPA to identify unreported issues.	Performance will be considered in the award of subsequent task orders and will be factored into the annual evaluation of Business Relations in the Contractor Performance Assessment Reporting System (CPARS).
TIMELINESS: For every Task Order awarded establishing a firm, specific delivery date for the generation of a report, the contractor shall deliver such report to the COR, TOCOR and CO no later than the time specified in the order's PWS.	Deliverables and related work must comply with contractual timeliness requirements. The contractor will be evaluated on its responsiveness to all task orders.	95% of all deliverables and related work shall be completed on time within task schedule and/or tech. direction requirements.	100% inspection of all deliverables and related work by the TOCOR; TOCOR will document the timeliness of all work requirements.	Performance will be considered in the award of subsequent task orders and will be factored into the annual evaluation of Timeliness in the Contractor Performance Assessment Reporting System (CPARS).
TECHNICAL QUALITY: For every task order awarded, the analyses conducted by the contractor shall be factual, defensible, credible, and based on sound scientific methods. All data shall be collected from reputable sources and quality assurance measures shall be conducted in accordance with the agency requirements outlined in the task orders.	All deliverables and related work must be complete, accurate, thorough, and professionally credible.	Data are 100% accurate; review demonstrates a high level of expertise and credibility with regard to personnel and use of scientific methodology. Task Orders shall be conducted in strict conformance with approved QA plans. Outputs shall withstand internal review by the US EPA and outside scientific reviewers.	EPA Staff will conduct secondary reviews of work completed by the contractor. Feedback will be provided.	Performance will be considered in the award of subsequent task orders and will be factored into the annual evaluation in the category of Quality of Product or Service in the Contractor Performance Assessment Reporting System (CPARS).